

Sample Letter For Notifying Appropriate Local Officials of Projects in Tidal Wetlands

\_\_\_\_\_  
(Your Street Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Phone Number)

Department of Planning

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City, State, Zip Code)

Dear Planning Director:

I am submitting an application to the Maryland Department of the Environment to obtain authorization to perform work in tidal wetlands on my property located at \_\_\_\_\_ (Project Address). I propose to perform the following work:

(Describe project) \_\_\_\_\_

\_\_\_\_\_  
Please review the attached plan and call me if you have any questions. If you would like to provide comments to the Maryland Department of the Environment, please send a letter to them at the following address within 14 days of receipt of this letter.

Maryland Department of the Environment  
Tidal Wetlands Division  
1800 Washington Blvd.  
Baltimore, MD 21230  
410-537-3837

Sincerely,

\_\_\_\_\_  
(Your Signature)

\_\_\_\_\_  
(Your Printed Name)